

**APPENDIX D SAMPLE
SEMI-ANNUAL TIME CERTIFICATION**

This form is to certify that the following employees have worked 100% of their time during the last six months under one Federal source or cost objective.

Please check the time period: ☐ **July 1, 2010 – December 31, 2010**
☐ **January 1, 2011 – June 30, 2011**

Name	Position	Federal Source/Cost Objective
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

I hereby certify that the employees named above work solely on one federal source or cost objective.

Supervisor Signature: _____ Date: _____

Title: _____